

~~S E C R E T~~

25 - 31 May 1986

D/CO

25X1

[redacted] from the Clinical Activities Division, OMS, are scheduled to address OC managers at the D/CO Staff Meeting at 0900 hours on 16 June. [redacted]

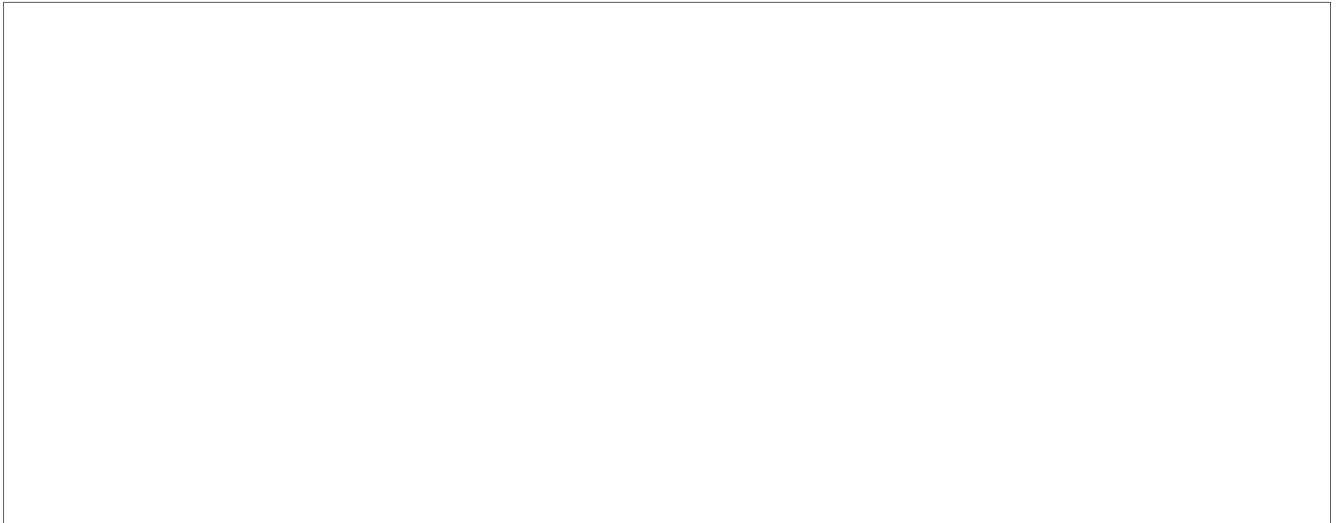
25X1

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[redacted] will identify and clarify relevant personnel and management issues addressed in Project SCREEN pertaining to stress, environmental variables, and job satisfaction in the TCO population.

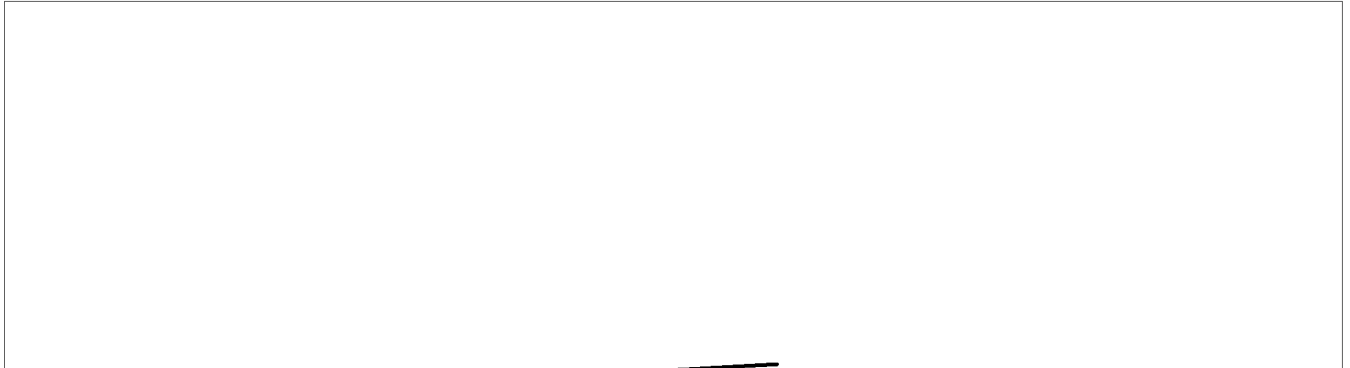
OC-CS

25X1



OC-MPS

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OC-MPS (Continued)

25X1

OC-AMD

1. OC recruiters departed on 27 May for a recruitment trip through Louisiana, Mississippi, and East Texas. During their first stop, a TV news reporter from KSLA, Channel 12, the CBS affiliate station in Shreveport, was quite persistent in her request to film the OC presentation, CIA representatives, and applicants attending the briefing. However, the OC recruitment team was successful in convincing her not to film, and the team was able to conduct the session while the reporter took notes. Seventy-six interested parties attended the presentation. Sixty-seven of these were tested with a resulting 28 given Personal History Statement packages to complete and return to the Recruitment Section. Approximately 15 of the 28 indicated that they would select [redacted] processing track.

25X1

2. The Employee and Dependent Assistance Center (EDAC) hosted the first 1986 Overseas Orientation Program from 20-23 May [redacted] "Career Opportunities for Spouses" and "Overseas-Related Stress" were two new presentations added to the program during this running. Approximately 30 people took part in the program, including several from outside of OC.

25X1

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OC-AMD (Continued)

3. Eleven Communications School operations instructors are currently providing on-site training and support. Seven are overseas training on Capitalization equipment and four instructors are providing training and operations support to the Special Operations Training Course being conducted at the

5. On 27 May, Chief, Finance Services Branch (FSB), received a call from the Deputy Director of Finance concerning disbursing procedures. OC has had a policy of "batch processing" POV claims for the local area. This procedure was developed in response to the need to expedite payment of POV claims for personnel traveling from other buildings. These claims were paid on the basis of the supervisor's signature, and then accumulated in batches and processed for authorizing and certifying signatures. OF was informed of the procedure and felt strongly that it did not comply with existing regulations for disbursing money. C/FSB assured him that the practice would be stopped immediately. This will require that each individual POV claim be authorized and certified. It is recommended that outlying buildings experiencing difficulty as a result of this practice might seek relief by requesting an imprest fund for disbursing money. Any questions relative to initiating an imprest fund can be directed to FSB personnel

6. On 29 May, a second Wang Alliance system was brought on line capabilities in the word processing, record keeping, and telecommunications areas. The total system now consists of two central processing units, four disk drives, 31 work stations, seven printers, one Wang intersystem exchange, and one telecommunications board.

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OC-CSD

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2. The initial running of the Industrial Oversight Officers Course was conducted at the Communications School by COMSEC Instructor [] during the week of 19 May. Reaction to the course was extremely positive and several additions are planned to enhance the course during its next scheduled time frame.

OC-ED

25X1

1. The Crisis Communication Center Upgrade system installation was delayed one week due to unforeseen hardware interface problems encountered during in-plant testing. These problems have since been resolved and system installation has been rescheduled for the weekend of 7 June.

25X1

3. The TERP-IIA Operator's Manual has been updated to reflect the operational changes used with the terminal/Wang interface. The manual is currently under review by OC-FND and a TERP-IIA instructor, after which it will be submitted for printing. There are currently two versions of fielded software being supported. They are the TERP-IIA/Wang software which is currently running at the test site [] and the current version of TERP-IIA software version 85.B.8.

4. The Second Generation Secure Telephone Unit Automated Controller (STU-II/SAC) is nearing completion. OIT has installed the new mounting shelves for the STU-IIs and the final telephone

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OC-ED (Continued)

25X1 line jumpers will be completed early next week. [] will deliver the channel cards and the database computer on 3 June and then begin acceptance testing. On-line testing is scheduled for 1 July or at the completion of TEMPEST testing.

25X1 5. [] has joined OC-ED/TEG/TSB as of
25X1 30 May. [] is a recent engineering graduate and comes
25X1 to us from []. He will be concentrating his efforts in the high frequency arena.

25X1 6. On 30 May, []
25X1 [] gave a presentation on a significant enhancement to the Time Division Multiple Access Modem software. This software enhancement would allow for asymmetric operation of circuit data and resources and also provide a receive only capability. [] will provide a formal proposal in approximately three weeks.

OC-FND

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OC-FND (Continued)

25X1



Executive Assistant, OC

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